



The Secretary,
The Institute of Chartered
Accountants of India,
Nungambakkam High Road,
Chennai - 600 034.



21-04-2021

Dear Sir,

We are looking for article clerks/paid assistants for our office. We would be much pleased if you kindly display this letter in the CA students' notice board/post online in SIRC website.

Vacany for Article clerks/Paid Assistants

We need candidates as article clerks/paid assistants for our audit firm . Exposure to Tax audits,bank audits,project reports,Basic accounting to finalization of accounts till incometax filing, Tds returns filing,GST reconciliation work,etc.,will be given.

Candidates should be any one of the following:

- (a) Passed IPCC /Intermediate, either of the Group or both
- (b) Direct entry with 60% score in Graduation
- (c) Graduates with good Knowledge of MS Excel,tally and other office softwares.

Attractive stipend will be given to eligible candidates.

Interested persons can call our cell no: 98411-76597 or send resume to our email address bthbalan@gmail.com.

Thanking you,

Yours sincerely,
for BALAN ASSOCIATES,
CHARTERED ACCOUNTANTS,

Balan

(BALAN T)
M NO:027132
PROPRIETOR.

